

INSTRUCTIONS

The following items are required before an award can be made to a potential bidder:

BONDING DOCUMENTS: BONDS, POWERS OF ATTORNEY, STATEMENTS OF AUTHENTICITY AND CONTINUING VALIDITY, AND ALL RELATED DOCUMENTS MUST NOT BEAR COMPUTER PRINTER GENERATED SIGNATURES AND/OR SEALS. DOCUMENTS BEARING SIGNATURES AND/OR SEALS GENERATED AS PART OF A DOCUMENT, AS OPPOSED TO BEING AFFIXED TO THE DOCUMENT AFTER ITS GENERATION, WILL NOT BE ACCEPTED. SUBMISSION OF SUCH DOCUMENTS MAY RENDER YOUR BID OR OFFER NON-RESPONSIVE AND INELIGIBLE FOR AWARD. PLEASE REVIEW ALL BONDS AND ACCOMPANYING DOCUMENTS REQUIRED TO BE SUBMITTED.

CENTRAL CONTRACTOR'S REGISTRATION: All contractors are required to register in the Central Contractor's Registration (CCR) Database before an award can be made. Contractors can obtain information on registration and annual confirmation requirements by calling 1-888-227-2423 or via the Internet at www.ccr.gov. See DFARS Clause 52.204-7004 "Required Central Contractor Registration" in the solicitation document.

VETS 100 REPORT: You must be in compliance with the VETS 100 reporting requirement to receive a Federal contract of \$25,000.00 or more. The Department of Labor has made available several reporting options as follows:

1. Direct entry of information on VETS 100 website at:
<http://vets100.cudenver.edu>
2. Submission of an electronic file on a diskette; and
3. Submission of the VETS 100 Report in hard copy form to:
US Department of Labor
Veterans Employment and Training Service
VETS 100 Report Office
6101 Stevenson Avenue
Alexandria, VA 22304-3540

INFORMATION ONLY: The Health & Safety Requirement Manual (EM 385-1-1) can be downloaded from the following website: <http://www.hq.usace.army.mil/soh/em385/385toc.htm>

July 17, 2003